



CITY OF BOULDER
Planning and Development Services

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January 5, 2016

City Ordinance Requirement – Occupancy Limits Posting

Dear Rental Housing Property Owner or Agent,

This letter is to inform you about changes to the requirements for the City of Boulder's Rental Housing Licensing Program. The rental licensing program is to protect, preserve and promote the physical well being of the residents of the city by enforcing minimum standards for basic equipment, lighting, ventilation, heating and safety from fire for the safe and sanitary maintenance of rental dwelling units within the city.

The City of Boulder's Ordinance No. 8072 requires that every operator of a rental property shall post *conspicuously on the inside of the main entrance to each dwelling unit* the maximum number of unrelated individuals permitted under section 9-8-5 B.R.C. 1981 ("Occupancy of Dwelling Units") in a form specified by the city manager. Additionally this ordinance requires that each advertisement for a rental shall include a statement of the maximum occupancy by unrelated individuals permissible pursuant to section 9-8-5, B.R.C. 1981 of the dwelling unit to be rented. This ordinance is effective Jan. 4, 2016. The posted sign should be protected and must measure at least 8.5 inches x 11 inches in size, with text measuring at least 3/8 inch tall and read "Maximum Permissible Unrelated Occupancy (##) in accordance with Ordinance No. 8072 and the Boulder Revised Code (B.R.C. 1981) 10-3-16. Per city code, this sign must remain visibly posted on the inside of the main entrance." Please see the example on the reverse side for language, size and font specifications.

Property owners and property managers can find their legal allowed occupancy online by visiting <http://gisweb.ci.boulder.co.us/agswebsites/pds/rentalinquiry> and searching by the property address. If the property address is not listed here, please refer to http://gisweb.bouldercolorado.gov/agswebsites/pds/pds_zoning/ to determine the zoning district of the property. The allowed maximum legal occupancy for unrelated people are as follows: Up to three persons in P, A, RR, RE and RL zones; or up to four persons in MU, RM, RMX, RH, BT, BC, BMS, BR, DT, IS, IG, IM and IMS zones.

Property owners can limit the number of occupants to fewer people than their zoning designation allows.

Please contact the Rental Licensing office at 303-441-3152 if you have any questions.

Rental Housing Licensing Program